



Minor Exterior Project ARC Application

For all minor exterior projects, however small, you will need the approval of the Waterbridge ARC prior to commencement. Before starting any minor exterior project on your property, you will need to email the ARC at ARC@WaterbridgeHOA.com with a brief description the project. Minor exterior projects include any project that affects the exterior of your property. Here is a short list of examples of minor exterior projects:

- Awnings and solar shades
- Balconies, decks, deck roof additions, railing on porches
- Basketball backboards and goals
- Birdbaths, birdfeeders, lawn ornaments
- Disability access
- Dog houses
- Door additions and security enhancements
- Driveway, walkways, patio addition or modifications, expansion, tint, or imprint.
- Fence additions, garden walls, retaining walls
- Hot tubs/saunas
- Landscape, drainage changes, ponds, water features, raised flower or vegetable gardens, irrigation
- Lights and lighting modifications (none directed toward neighboring lots will be permitted)
- Permanent recreational equipment, sport courts, trampolines, playground equipment & playhouses
- Satellite dishes
- Siding replacement, exterior painting, roof replacement, skylight addition
- Shutters, storm, and hurricane shutters
- Solar energy devices
- Window replacement or tinting

Important Note: Protected Natural Areas (e.g. wetlands and buffers) in Waterbridge are environmentally protected and cannot be altered, cleared, or built upon. Even if they appear dry, unused, or overgrown, they remain protected.

The following activities are prohibited or severely restricted within Protected Natural Areas: Clearing, cutting or removing vegetation; placing fill dirt, mulch, sand or rock; grading, digging, trenching or altering soil; building structures, patios, decks, fences, sheds or pools; installing irrigation or drainage systems; redirecting stormwater or altering natural flow, storing materials, equipment, or debris.

ARC approval is required before any alteration—no matter how minor—may be undertaken within or adjacent to these protected areas.

Your project requires the enclosed minor exterior project application for ARC review. There are no fees for the minor exterior project. At the completion of the project, after a satisfactory inspection of the completed project by ARC, you will receive notification that your project has been completed and meets the ARC approved application.

ARC Application Checklist

For the Architectural Review Committee to review your minor exterior project application, the Committee will need sufficient information to clearly understand your project. Therefore, the more detailed information you provide, the easier it will be during the review process. The primary reason for delayed review is insufficient project information. Please review the checklist below and ensure you have included all the necessary information with your ARC application. Applications that lack necessary information will not be included for evaluation by the Committee at the next available ARC meeting. The Committee reserves the right to request any additional information it determines to be necessary for your project.

Please view the checklist below and put a checkmark in each box detailing what was included in the application:

- A site plan or survey may be required for your project. These plans are often provided when you purchase your home. The plans are required for projects including but not limited to fencing, decks, patios/walkways, patio covers, pergolas, retaining walls, landscaping, hot tubs, play structures, etc.
- Clear photos of the project area. If the application is for painting, you will need to provide photos of the front and back of your home, photos of the homes to either side of you, and photos of the homes directly across the street.
- Sketches, catalogue, or pamphlet illustrations, etc. showing the nature, kind, shape of the improvement.
- Color samples of paint. Paint samples should be a minimum of 1 ft of Hardie board for each color. The ARC may request larger samples at their discretion.
- Project material with data sheets and where the material will be used. Ensure you clearly describe the various project materials being used such as wood, metal, Trex, etc.
- Project dimensions. Ensure you include all dimensions for your project including height, width, and length. For decks, please list the height from the ground.
- Any other items or information that would be beneficial for the Architectural Review Committee to know.

Contractor Rules and Regulations: If your project will require the use of heavy equipment, including, but not limited to: concrete truck, concrete pump truck, dump truck, excavator, tree removal equipment, tree chippers, etc., you will need to adhere to the same rules that apply to new home builders:

- Permitted hours are Monday through Friday, 7 am to 6 pm. Saturdays 8 am to 5 pm. This includes material delivery by third parties. Working outside these hours will result in a fine of \$100.00 per hour or part thereof.
- No work on Sundays or Holidays as follows: New Year's Day; Martin Luther King Day; President's Day; Memorial Day; Juneteenth; Independence Day; Labor Day; Columbus Day; Veterans Day; Thanksgiving Day; Christmas Eve; Christmas Day. Working during those days will result in a fine of \$500.00 per day.
- For trespassing or staging building material, storing equipment, building materials, dirt, trusses, etc. on HOA Common areas or an adjacent lot without written permission of owner, or parking so as to obstruct access to an adjacent home's driveway: \$100 per incident/day, plus restoration costs where applicable. NOTE: You can park on a vacant lot, but your vehicle must be parallel to the street, and not past the utilities for that vacant lot. Written permission must be provided to the ARC prior to using an adjacent lot for any reason.

I acknowledge that I must obtain written approval from the Waterbridge Architectural Review Committee (ARC) before initiating any project that requires such approval. I understand that ARC approval does not constitute approval from the local building department, and that I am solely responsible for securing any necessary building permits. I further recognize that my project must be executed in strict accordance with the application, all supporting documentation submitted, and any conditions or requirements specified in the ARC's approval. Noncompliance with these specifications, directives, or conditions will result in automatic revocation of the approval. Additionally, if my project involves the use of heavy equipment, I understand that I must comply with the Heavy Equipment Special Conditions.

Homeowner's Signature: _____

Date: ____/____/20____